

April 2006

DUE DATE	FORM TITLE	COMPLETION LEVEL	SDE SECTION	SDE CONTACT	REQUIRED BY	COMMENTS
April 1	Annual Commodity Acceptability Survey	District/Charter	Child Nutrition	Tammy Ray 332-6823	Federal Reg. 7 CFR 250	Annual acceptability survey of USDA food commodities received during the current year.
April 1	Child Count Verification	District/Charter	Special Education	Larry Streeter 332-6914	Federal Law PL 105-17	Submit complete copies of IEP's and Evaluation/Eligibility Report for randomly selected students requested by SDE as verification of December child count. Also, provide enrollment verification.
April 1	Early Retirement Incentive Application	Certified Applicant	Public School Finance	Larae Ashby Myrna Holgate 332-6845	State Law IC 33-1004G	Application filed with SDE by April 1 to participate in Early Retirement Incentive Program (ERI) for Certified Instructional Staff only.
April 15	Cash Balance Report for State Tobacco Tax and Title IV Programs	District/Charter	Safe & Drug Free Schools	Claudia Hasselquist 332-6960	State Legislative Audit Recommendation, Report 98-01	Report required for State Tobacco Tax and Title IV Programs.
April 15	Quarterly Cash Balance Report	District/Charter	Federal Programs, State Tobacco, and Various Other Programs	Susan Hansen 332-6900 Peggy Temple 332-6874 Lester Wyer 332-6916 Inquire at 332-6874	Federal Regs. 34 CFR 75.702 34 CFR 80.20(7)	Required for Federal Programs with advance payments. Contact appropriate program office.
April 30	Notify County Clerks of Budget Hearing	District/Charter	Public School Finance	Myrna Holgate 332-6845	State Law IC 63-802A	All school districts must notify their applicable county clerks of their budget hearing.

Note: If the due date should happen to fall on a weekend or holiday, the report will be due on the next business day.

ADA = Average Daily Attendance; BIA = Bureau of Indian Affairs; CFR = Code of Federal Regulations; DHW = Department of Health & Welfare; ESL = English as a Second Language; FTE = Full Time Equivalent
 IBEDS = Idaho Basic Education Data System; IC = Idaho Code; IDAPA = Idaho Administrative Procedures Act; IEP = Individualized Education Plan; IFARMS = Idaho Financial Accounting Reports Management System
 IRI = Idaho Reading Indicator; JOM = Johnson O'Malley; LEP = Limited English Proficient; NCLB = No Child Left Behind; OSBE = Office of the State Board of Education; PL = Public Law (Federal); SDE = State Department of Education; USDA = U.S. Department of Agriculture